

Bylaws for the HIV Prevention Community Planning Groups

As part the restructure of the HIV Prevention Community Planning Groups (CPGs) effective January 1, 2000, new bylaws are being drafted by each CPG. In December, 1999, TDH Planning staff convened a workgroup composed of representative CPG members statewide to develop a bylaws framework to be utilized by the individual CPGs. Based on the framework developed, TDH released the following draft bylaws framework on December 30, 1999:

- ❑ TDH ***required*** components - must be included in each CPG's bylaws
 - Assurance that the priority-setting process occur at the lowest possible local level within the CPG
 - Only one Community-elected co-chair at a given time per CPG
- ❑ TDH ***recommended*** components - to encourage a broad base of leadership in the enlarged geographic areas for CPGs
 - TDH-designated co-chair and Community-elected co-chair should be from different geographic areas
 - TDH-designated co-chair and Community-elected co-chair should be from different behaviorally-defined target populations (BDTPs)
- ❑ ***Suggested*** bylaws framework components - proposed by the bylaws workgroup
 - Name and definition of CPG
 - Mission and purpose
 - Roles and responsibilities
 - Membership
 - Governance
 - Committee structure
 - Confidentiality
 - Records
 - Ratification
 - Amendments
 - Dissolution
 - Definitions
- ❑ A ***revision*** to the guidelines for **parity, inclusion and representation (PIR)** - omits the restriction on the number of voting members to 18 per CPG

The new bylaws framework gives CPGs increased autonomy in the development of bylaws specific to individual geographic areas. All CPGs are in the process of developing new bylaws which TDH must approve for adherence to the Centers for Disease Control's ***Guidance for HIV Prevention Community Planning*** and to existing TDH policies that relate to community planning.

For questions, please contact the Planning Unit of the HIV/STD Health Resources Division at 512/490-2525.